

Field Engineer Level 2

Essential Functions, Job Duties, and Responsibilities:

- Subcontractors coordination.
- Pre-construction meeting 3 week prior to start of work and discuss submittals approval, any outstanding RFI's and material delivery.
- MEP coordinates through BIM.
- Field Engineer manages and directs subcontractors to complete a project in accordance with the plans and specifications.
- Field Engineer should be prepared to work outside in a wide variety of weather conditions. He or she will be exposed to dirt, loud noise and risk from equipment or falling objects.
- Field Engineer often works under very tight deadlines and must be flexible enough to handle the many surprises that crop up on a construction site.
- Field Engineer must be prepared to work with a wide range of people, from laborers to professionals and project owners.
- Field Engineer is responsible for the coordination and timely completion of the project and ensuring that the project is constructed in strict accordance with plans, specifications, and local codes.
- Field Engineer shall schedule all subcontractors, consultants, and vendors, as well as ensure their completion of work within time allowed.
- Field Engineer does not have authorization to engage in monetary agreements (subcontracts, change orders, work authorizations). All requests for monetary agreements must be communicated to the Project Manager for consideration prior to work performed. Failure to perform these duties will result in reprimand or termination.
- Field Engineer will have the responsibility for maintaining the safety of the site and resolving disputes between subcontractors. He or she works closely with the project manager to advise him or her of progress or problems.
- Field Engineer will have the professionalism to approaches others in a tactful manner.
- Field Engineer reacts well under pressure.
- Field Engineer treats others with respect and consideration regardless of their status or position.
- Field Engineer will accept responsibility for own actions.
- Field Engineer will follow through on commitments.
- Field Engineer will look for ways to improve and promote quality.
- Field Engineer will observe safety and security procedures, determines appropriate action, and will reports potentially unsafe conditions.
- Field Engineer will use equipment and materials properly.
- Field Engineer should understand changes in the work environment, and be able to manage competing demands, be able to deal with frequent change, delays, and/or unexpected events.

- Field Engineer will have consistent attendance and be on time to ensure work responsibilities are covered.
- Field Engineer will arrive at meetings and appointments on time.
- Field Engineer will have the dependability to follow instructions, respond to management direction, take responsibility for own actions, keep commitments, and commit to long hours of work when necessary to reach goals.
- Field Engineer will complete tasks on time or notifies appropriate person with an alternate plan.
- Field Engineer performs much of the project layout to ensure walls and other objects are correctly located, and also coordinates material deliveries and budgets. The field superintendent often holds the primary Lead in a collaborative field planning process through the use of short interval planning and production tracking.
- Field Engineer verifies that subcontractor's deliveries meet approved submittal requirements.
- Field Engineer provides leadership to establish and maintain effective and harmonious working relationships with the on-site subcontractors and to promote a positive project morale.
- Field Engineer needs to have a thorough and complete knowledge and understanding of each subcontract, the contract drawings, specifications and addenda.
- Field Engineer to cooperate with - and direct when necessary - the activities of inspection agencies, and to effect remedial actions indicated by the reports of these agencies. Coordinate required inspections with local jurisdictions.
- Field Engineer to receive and review the Subcontractors Daily Reports of work done and labor and material employed.
- Field Engineer to review and approve, on a weekly basis, all as-built prints.

Knowledge, Skills and Abilities:

- Manages, directs and coordinates the subcontractor's compliance with the Contract Documents as delegated by the Project Manager.
- Monitor construction activities to ensure that contractors, subcontractors, and vendors are moving according to predetermined schedules, while meeting acceptable construction industry quality, standards, and safety.
- Knowledge of Federal Occupational Health and Safety Standards (OSHA).
- Endurance and ability to visit entire job site, including stairs or other elevated structures.
- Maintain project documentation to include daily reports and job site progress photos. Develop and maintain project master schedules and three-week forecasts, perform regular updates, monitor logic relationships, and insert new activities and impacts.
- Monitor production schedules, critical paths for projects, and trade subcontractors' schedules to ensure timely project completion.
- Transparent, accountable with good judgment and strong operation focus.
- Conduct subcontract meetings to discuss job progress and safety and have the ability/skills to promote teamwork.
- Develop detailed project logistics plan and delivery schedule.

- Identify conflicts in construction progress and communicate them to project team for resolution.
- Negotiate with authorities having Jurisdiction to achieve project occupancy milestones.
- Lead our Injury-Free Environment and Safety Program.
- Direct responsibility for implementing and managing project specific safety plan and takes appropriate action to correct safety issue.
- See that all required permits or licenses have been obtained, and that a weatherproof bulletin board is installed on which all required safety notices are posted.
- Monitoring jobsite general health and safety.
- Have foresight to predict problems before they develop.
- Be able to focus on solving conflicts, not blaming, maintaining confidentiality, listening to others without interrupting, keeping emotions under control, remaining open to others' ideas and trying new things.
- Oral communication, speaking clearly and persuasively in positive or negative situations.
- Have strong written communication skills to connect clearly and informatively.
- Listen and get clarification.
- Respond well to questions.
- Keep detailed notes and descriptions as-built field changes and RFIs.
- Demonstrate group presentation skills and participate in meetings.
- Provide direction to and resolve problems amongst subcontractors and vendors.
- Ability to identify deficient work and provide resolution.
- Chair weekly coordination meetings and monthly safety meetings with the subcontractors and issue typewritten minutes to subcontractors designed to coordinate the work.
- Develop and maintain construction lessons learnt register.
- Conduct pre-closing walk-throughs and coordinate punch list work.
- Communicate with project team regarding needed RFI's, and Material conformation.
- Ensure that the job site is always kept in a clean and organized manner.
- Perform job progress and completion punch list identification and completion.
- Opening the jobsite at beginning of the day and securing the jobsite at the end of the day.

END
